

CORE Product or Component Name x.x Scope Document Template

Document Information
Author: [caCORE:Project Manager/Technical Lead] Email: [caCORE:Email address for Scope Document contact] Team: [caCORE:For example caDSR, EVS, caGRID, and so on.] Contract: [caCORE:Contract number] Client: NCI CBIIT National Institutes of Health US Department of Health and Human Services

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Sign off	Date	Role	CBIIT or Stakeholder Organization

The **purpose of this document** is to collect, analyze, and define high-level needs and features of the National Cancer Institute Center for Biomedical Informatics and Information Technology (NCI CBIIT) caCORE [caCORE:product] Release [caCORE:x.x.x.x]. This document focuses on the functionalities proposed by the product stakeholders and target users in order to make it a better product. The use-case and supplementary specifications document will detail how the framework will fulfill these needs.

Vision and Needs

The **objective of this release** of the [caCORE:product/component] is to [caCORE:brief statement of the release theme, for example, improve usability for creating and maintaining value meanings].

This release will address [caCORE:detailed description of the problem statements to be resolved by the release, such as fixes, usability improvements, functional improvement, and performance improvements for an incremental release].

Current Solution

[caCORE:Optional, briefly describe the existing solution and shortcomings.]

Proposed Solutions

[caCORE:Optional, describe the future state.]

Functional Requirements

Each enhancement, modification or new feature is described in detail below.

GForge number (hyperlinked)	Brief description of functional requirement (enhancement or new feature)	Status (Approved or Proposed)	Iteration

Functional Bug Fixes

Each bug fix included in this release is described in detail below.

GForge number (hyperlinked)	Brief description of bug	Status (Approved or Proposed)	Iteration

Non-Functional Requirements

This section describes in detail all the related requirements which must be met for this release but do not add functionality. These requirements are included in the scope and project plan due to level of effort or relative importance to the overall success of delivery of the release.

GForge number (hyperlinked)	Brief description of non-functional requirement	Status (Approved or Proposed)	Iteration
	Example, "Although there are no functional changes to the product for this requirement, the team must migrate the existing software to Hibernate 4.1 to be compatible with the caCORE technology stack."		

General Support Activities

This section describes in detail all the related activities which must be performed for this release but do not add functionality. These activities are included in the scope and project plan due to level of effort or relative importance to the overall success of delivery of the release.

GForge number (hyperlinked)	Brief description of general support activity	Status (Approved or Proposed)	Iteration
	Example, "Level 2 Support, integration of help and training to the user community."		

Stakeholder Summary

Customer Name	Role	Interest/Need
[caCORE:Name]	[caCORE:Title or role]	

CBIIT Staff/Contractor Name	Role	Responsibilities
[caCORE:Name]	[caCORE:Role in this project]	

Technical Environment

This product uses the following technical components which have been derived from the current [NCICB Technology Stack](#).

Client Interface	<ul style="list-style-type: none"> [caCORE:Example, Internet Explorer 6.0 and above] [caCORE:Example, Mozilla v. 1.5.0.3 and above]
Application Server	[caCORE:Example, Apache Tomcat 5.5.9]
Database Server	[caCORE:Example, Oracle 9i]
Operating System	<ul style="list-style-type: none"> [caCORE:Example, Windows 2000. XP, Vista] [caCORE:Example, Unix (Sun Solaris)]
[caCORE:Other]	

Product Dependencies

This release is dependent on the caCORE components or products documented in the [CORE Product Dependency Matrix](#).

[caCORE:Provide additional explanation as applicable. For example, "The EVS vocabulary systems are used by the Java client to retrieve and validate concept information for naming and defining meanings."]

Out of Scope Items

Items that are out of scope were evaluated as part of the initial scoping activities for this release, and subsequently not included in the final approved scope. These items are also documented in the cumulative backlog of requirements found on the product GForge site. They include out-of-scope functional requirements (enhancements or new features), bug fixes, non-functional requirements, and general support activities.

GForge number (hyperlinked)	Brief description of item moved from the in-scope section with brief explanation added of why it was not included in this release	Iteration during which the item was removed from in-scope

Document History

Document Version:	Click the Info tab. View the Recent Changes or click the link to view the page history.
Last Modified:	Refer to the first line displayed in the document window.
Project GForge site:	[caCORE:Project GForge site link]
Most current version:	Unless the display includes a notice that you are viewing a previous version, you are viewing the most current version of this Scope Document for the release indicated in the title.
Revision history:	Click the Info tab. In the Recent Changes area, click the link to view the page history.
Review history:	Click the Info tab. In the Recent Changes area, note the developer who made each change and the date and time. Refer to the Key People Directory for their roles. Click the link to view any page or to view the page history, and then click the link for a page. When the page opens, view the comments and changes made in that version.
Related documents:	[caCORE:Name and URL of each related document]

Project Information

CBIIT Management	Role	Responsibilities
[caCORE:Name]	Product Manager	Oversees development of the product: features, functions, definition of stakeholders, priorities within the scope, timeframe for release
Avinash Shanbhag	Engineering Manager	Oversees NCICB caCORE software engineering practices, conducts design reviews, guides technical development
Denise Warzel	Product Line Manager	Oversees NCICB caCORE product line. Responsible for overall product integration, major and minor release cycles. Supports Product Manager.